

From: [Potter, David K](#)
To: [Montreuil, Cathy](#)
Cc: [Coates, Andrew D](#)
Subject: COVID Q&A Doc
Date: November 25, 2020 9:02:00 AM
Attachments: [Covid QA Nov25.docx](#)

Hi Deputy,

RCEs and CSAP have expressed desire to have a resource document available to help ensure clarity around COVID funding, expectations, and process. Attached is a draft Q&A document to address this request – Sue, Shelley, and Andrew have all provided feedback. I don't expect this to be widely circulated in RCEs/CSAP so I haven't looped in Comms.

Please respond if you're comfortable with the document going out. My plan is simply to share with finance directors, leaving them to distribute further, if required. Once I have your approval I'll work with French Programs to get a version en francais for CSAP.

If you have any questions, please let me know.

Thanks

David

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Withheld

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From: [Montreuil, Cathy](#)
To: [Potter, David K](#)
Subject: Re: COVID Q&A Doc
Date: November 27, 2020 5:03:41 PM

Fine. But confidential to Directors and REDs

Cathy Montreuil
 Deputy Minister
 Department of Education
 And Early Childhood Development
 Nova Scotia
 Sent from my iPhone

On Nov 27, 2020, at 4:50 PM, Potter, David K <David.Potter@novascotia.ca> wrote:

Hi Deputy,

Just wanted to revisit this ¹⁴⁽¹⁾

¹⁴⁽¹⁾

If you have any questions, please let me know.

Thanks

David

From: Potter, David K
Sent: November 25, 2020 9:03 AM
To: Montreuil, Cathy <Cathy.Montreuil@novascotia.ca>
Cc: Coates, Andrew D <Andrew.Coates@novascotia.ca>
Subject: COVID Q&A Doc

Hi Deputy,

RCEs and CSAP have expressed desire to have a resource document available to help ensure clarity around COVID funding, expectations, and process. Attached is a draft Q&A document to address this request – Sue, Shelley, and Andrew have all provided feedback. I don't expect this to be widely circulated in RCEs/CSAP so I haven't looped in Comms.

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If you have any questions, please let me know.

Thanks

David

<Covid QA Nov25.docx>

From: [MacDonald, Mindy L](#)
To: [Potter, David K](#)
Subject: RE: target Covid funding
Date: February 24, 2021 5:02:42 PM

Ok, I'll leave Covid out of their targets, I'll include ICIP for now since it's already done, we can easily remove if we want to keep it out of their budget build and off profile.

Thanks!

From: Potter, David K <David.Potter@novascotia.ca>
Sent: February 24, 2021 5:01 PM
To: MacDonald, Mindy L <Mindy.MacDonald@novascotia.ca>
Subject: Re: target Covid funding

Thanks - yes I think it's best to treat COVID as standalone outside their targets... for ICIP we may opt to include but as long as we're clear, either way can work.

Sent from my iPhone

On Feb 24, 2021, at 4:58 PM, MacDonald, Mindy L <Mindy.MacDonald@novascotia.ca> wrote:

Hi David,

Regardless of what cost centres we capture the Covid funding in (400164 vs 400155) we're not including any of it in RCE/CSAP target correct? The 5 items I'm considering Covid are below. Initially I started adding ICIP but that seemed counter to our approach for all other Covid funding, I wanted to check.

ICIP (400164) \$7,000
 Covid return to school (400155) \$4,246
 Fed safe restart (400164) \$7,950
 Covid return to school PPE stub (400155) \$5,236
 PPE from provincial stockpile (400155) \$5,220

Once I tidy up the RCE target allocation sheet, I'm going to build a 400155 forecast file for 21-22 so we can start working out the kinks of what we have and don't have when we factor in Covid, the \$2.25M reduction, and their budget submissions.

We can chat tomorrow if you like, I noticed your calendar is booked for most of the day so figured I'd start with an email.

Thanks,
Mindy

From: [MacDonald, Mindy L](#)
To: [Nancy Dove](#)
Cc: [Potter, David K](#)
Subject: RE: COVID Funding
Date: March 31, 2021 2:10:16 PM

Hi Nancy,

Thanks for reaching out. The \$3M is correct, I meant to send emails late yesterday to loop you in that we'd decided to provide grant funding for Covid versus go the invoicing route. The \$3M is correct.

I was just outside to grab a tea, and it's blustery but a solid 13 degrees, glorious

Any questions, let me know.

Thanks,
Mindy

From: Nancy Dove <ndove@cbvrce.ca>
Sent: March 31, 2021 1:35 PM
To: MacDonald, Mindy L <Mindy.MacDonald@novascotia.ca>
Cc: Potter, David K <David.Potter@novascotia.ca>
Subject: COVID Funding

**** EXTERNAL EMAIL / COURRIEL EXTERNE ****

Exercise caution when opening attachments or clicking on links / Faites preuve de prudence si vous ouvrez une pièce jointe ou cliquez sur un lien

Hi Mindy,

I was informed today that our regional centre received \$3mm with the description COVID Funding and it has a supporting document number 2502848974. I wasn't expecting this and we didn't send anything to EECF to support this amount. I was unaware that we would receive funding since the discussion at the CFO meeting has been that it wasn't decided if we would provide an invoice or if we would receive a grant. Was this meant for our Region. I am concerned another region may have requested due to cash flow, so I felt I should reach out to you.

Thanks

Hope your weather is as it is here. Sunny and low double digits.

Nancy D

From: MacDonald, Mindy L
To: Jeanne Saulnier
Cc: Potter, David K
Subject: Covid and PPP funding
Date: March 31, 2021 2:13:18 PM

Good afternoon Jeanne,

This email is to let you know EECD decided to provide funding related to Covid expenses to AVRCE by way of grant funding versus having you invoice us. You should see a funding notification for \$1M related to Covid funding from RBC today. We also finalized PPP final funding, you will see an additional \$500,000 related to pre-primary on the same notification. If you have questions please let us know.

Best,
Mindy

From: [MacDonald, Mindy L](#)
To: [Janine Saulnier](#)
Cc: [Potter, David K](#); [Renaud d'Entremont](#)
Subject: Covid and preprimary funding
Date: March 31, 2021 2:16:50 PM

Good afternoon Janine,

This email is to let you know EECD decided to provide funding related to Covid expenses to CSAP by way of grant funding versus having you invoice us. You should see a funding notification for \$2,025,000 related to Covid funding from RBC today. We also finalized PPP final funding, you will see an additional \$887,000 related to pre-primary on the same notification. If you have questions please let us know.

Best,
Mindy

From: MacDonald, Mindy L
To: Thompson, Terri
Cc: Potter, David K
Subject: Covid and PPP funding
Date: March 31, 2021 2:17:48 PM

Good afternoon Terri,

This email is to let you know EECD decided to provide funding related to Covid expenses to HRCE by way of grant funding versus having you invoice us. You should see a funding notification for \$10M related to Covid funding from RBC today. We also finalized PPP final funding, you will see an additional \$363,000 related to pre-primary on the same notification. If you have questions please let us know.

Best,
Mindy

From: MacDonald, Mindy L
To: Brenda Lee-Richard
Cc: Potter, David K
Subject: Covid and PPP funding
Date: March 31, 2021 2:18:43 PM

Good afternoon Brenda,

This email is to let you know EECD decided to provide funding related to Covid expenses to SSRCE by way of grant funding versus having you invoice us. You should see a funding notification for \$750,000 related to Covid funding from RBC today. We also finalized PPP final funding, you will see an additional \$350,000 related to pre-primary on the same notification. If you have questions please let us know.

Best,
Mindy

From: MacDonald, Mindy L
To: Chris Grover; Breann Pottie
Cc: Potter, David K
Subject: Covid and PPP funding
Date: March 31, 2021 2:19:34 PM

Good afternoon Chris,

This email is to let you know EECD decided to provide funding related to Covid expenses to SRCE by way of grant funding versus having you invoice us. You should see a funding notification for \$1.5M related to Covid funding from RBC today. We also finalized PPP final funding, you will see an additional \$250,000 related to pre-primary on the same notification. If you have questions please let us know.

Best,
Mindy

From: [Langley, Jeffrey Thomas](#)
To: [Potter, David K](#)
Cc: [Wood, Jennifer X](#)
Subject: RE: 2020-21 Y/E Variance explanations
Date: June 24, 2021 8:59:18 AM

Thanks David – much appreciated.

Regards,
Jeff

From: Potter, David K <David.Potter@novascotia.ca>
Sent: June 24, 2021 8:53 AM
To: Langley, Jeffrey Thomas <Jeffrey.Langley@novascotia.ca>
Cc: Wood, Jennifer X <Jennifer.Wood@novascotia.ca>
Subject: RE: 2020-21 Y/E Variance explanations

Hi Jeff,

I've made the changes, as requested – please see attached.

Thanks,
David

From: Langley, Jeffrey Thomas <[Jeffrey.Langley@novascotia.ca](#)>
Sent: June 23, 2021 4:47 PM
To: Potter, David K <[David.Potter@novascotia.ca](#)>
Cc: Wood, Jennifer X <[Jennifer.Wood@novascotia.ca](#)>
Subject: RE: 2020-21 Y/E Variance explanations

Hi David,

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I can make the changes to the wording of Schedule 8 and run this by you. If you could update the COVID tracking sheet and send that through to me again, I'd appreciate it.

Thanks,
Jeff

From: Potter, David K <David.Potter@novascotia.ca>
Sent: June 23, 2021 2:58 PM
To: Langley, Jeffrey Thomas <Jeffrey.Langley@novascotia.ca>
Cc: Wood, Jennifer X <Jennifer.Wood@novascotia.ca>
Subject: RE: 2020-21 Y/E Variance explanations

Hi Jeff,

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Hope that helps.

Thanks,
David

From: Langley, Jeffrey Thomas <Jeffrey.Langley@novascotia.ca>
Sent: June 23, 2021 12:28 PM
To: Potter, David K <David.Potter@novascotia.ca>
Cc: Wood, Jennifer X <Jennifer.Wood@novascotia.ca>
Subject: RE: 2020-21 Y/E Variance explanations

Hi David,

A question came up today on the \$3.1M in additional technology (chomebooks/laptop) purchases to support online learning related to the COVID-19 tracking sheet. I can't seem to find where it is in the COVID-19 tracking (spreadsheet) and I know this is a bit confusing as some of the items are netted. Can you have a look and advise?

Thanks,
Jeff

From: Potter, David K <David.Potter@novascotia.ca>
Sent: June 8, 2021 1:59 PM
To: Langley, Jeffrey Thomas <Jeffrey.Langley@novascotia.ca>
Cc: Wood, Jennifer X <Jennifer.Wood@novascotia.ca>

Subject: RE: 2020-21 Y/E Variance explanations

Hi Jeff,

Please see attached and below, as requested.

If you have any questions, please let me know.

Thanks,
David

From: Langley, Jeffrey Thomas <Jeffrey.Langley@novascotia.ca>

Sent: May 20, 2021 10:50 AM

To: Potter, David K <David.Potter@novascotia.ca>

Cc: Wood, Jennifer X <Jennifer.Wood@novascotia.ca>

Subject: 2020-21 Y/E Variance explanations

Good morning David,

In preparation for the Public Accounts please provide variance explanations for department(s) for both expense and recoveries that meet the following criteria by end of day **Wednesday, June 9th** :

1. Estimate to Actual variance explanation – for departments with variances over \$1 million

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2. Actual to Actual variance explanation – for departments with variances over \$20 million

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3. Forecast to Actual variance explanation - for departments with variances over \$1 million

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Also for Public Accounts, TBO is preparing an update to the fact sheet on the COVID-19 Response. To do this, we ask that department(s) provide updated actuals for COVID-19 expenses, recoveries and/or offsets and comment on any material variances from the final forecast in the magnitude of \$1 million (+/-). We are also seeking this information by end of day **Wednesday, June 9th**. **see attached**

If you have any questions or concerns on this request, please let me know. Otherwise I look forward to reviewing EECD's submission.

Thanks and regards,
Jeff

Jeff Langley, CPA, CA

Corporate Financial Advisor,

Finance and Treasury Board

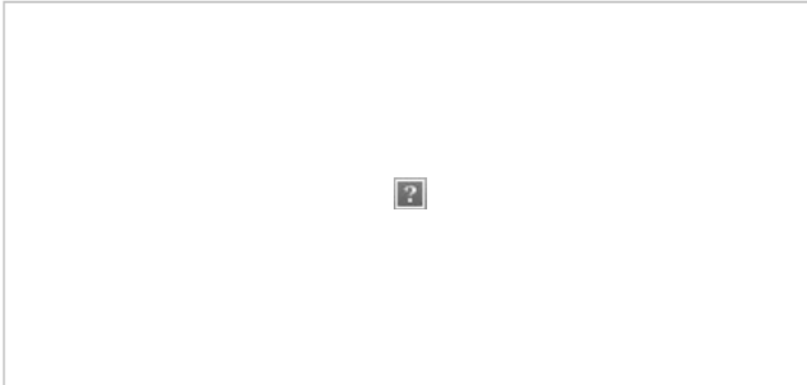
T 902-722-5071

M 902-483-4943

From: [Potter, David K](#)
To: [Coates, Andrew D](#)
Subject: RE: investments
Date: July 22, 2021 12:02:00 PM
Attachments: [image001.png](#)

Hi Andrew,

I've assessed the data that was provided from RCEs for their COVID spending, and developed the table below. If you have any questions, let me know!



Thanks,
David

From: Coates, Andrew D <Andrew.Coates@novascotia.ca>
Sent: July 6, 2021 11:56 AM
To: Potter, David K <David.Potter@novascotia.ca>
Subject: investments

Hi David – As discussed, here are the categories I was thinking about. If I missed anything or you had other ideas, open to going through that.

1. Enhanced cleaning
2. PPE and sanitizer
3. Ventilation checks
4. Devices (including the 14,000 we purchased before the 32,000)
5. School Server and WIFI
6. Math and Literacy programs
7. Water
8. Food

Andrew Coates

Executive Advisor to the Deputy Minister
Department of Education and Early Childhood Development
2021 Brunswick St
Halifax, NS
B3J 2S9
Andrew.coates@novascotia.ca
902-424-7365

McLean, James T

From: Langley, Jeffrey Thomas
Sent: December 13, 2021 11:56 AM
To: Potter, David K
Subject: Variance explanations and COVID-19 Fact sheet for Thursday's Public Update

Hi David,

I hope all is well. I am sending you the variance explanations we are planning to use for Thursday's Public Update and the associated COVID-19 Fact sheet items related to EECd for your review and approval. If you could have a look at them and advise of any changes by mid-day tomorrow I would appreciate it.

14(1)

Thanks,
Jeff

Jeff Langley, CPA, CA
Corporate Financial Advisor,
Finance and Treasury Board
T 902-722-5071
M 902-483-4943